

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION
MINUTES OF THE MEETING**

DATE: January 9, 2012
TIME: 4:30 p.m.
PLACE: Community Room Battell Center
PRESENT: John Coppens, Carolyn Teeter, Bob Shriner, Ellen West and Mike Bergin
ALSO PRESENT: Terry Zeller, Joe VanNevel, Michelle Wotring, and Robert C. Beutter, Esq.

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Board Attorney, Mr. Beutter, called the meeting to order at 4:33 p.m. Mr. Beutter then opened the nominations for the various elected Park Board positions. Below is a summary of the nominees and positions for which each was nominated for as the 2012 elected Park Board officers:

<u>Motion Made By</u>	<u>To Nominate</u>	<u>for Position of</u>	<u>Motion Seconded By</u>
Ellen West	Reg Wagle	President	Bob Shriner
Ellen West	John Coppens	Vice President	Bob Shriner
John Coppens	Carolyn Teeter	Secretary	Bob Shriner

Mrs. West moved to accept the positions as elected and Mr. Coppens seconded the motion. These positions, having had nominations made, seconded and unanimously carried, constitute the 2012 elected Park Board Officers.

Mr. Coppens, 2012 Park Board Vice President, designated the following committee assignments for the 2012 Park Board members:

<u>Committee Assignment</u>	<u>Member Assigned</u>
Golf Course	John Coppens, Bob Shriner
Recreation	Carolyn Teeter, John Coppens
Facilities	Reg Wagle, Ellen West
Budget	Reg Wagle, Mike Bergin
Attorney	City Legal Council

Having had the election of officers and designation of committee assignments, Mr. Shriner moved to accept the committee assignments as designated. Mrs. West seconded the motion. The motion carried unanimously.

Mr. Coppens called for a motion to approve the minutes of the December 12, 2011, regularly scheduled Park Board meeting. Mrs. Teeter moved to approve the minutes as submitted and Mr. Shriner seconded it. The motion carried unanimously.

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OLD BUSINESS:

None at this time.

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NEW BUSINESS:

Mr. Zeller requested approval from the Board to reopen Mary Gibbard Pool for one season. The Board, following Mayor Wood's request based on his discussions and commitments to the Common Council, reluctantly decided to reopen Mary Gibbard for the 2012 season. Despite historical figures indicating the facility would take a loss, especially with much needed repairs and mandatory drain replacements, the Board advised that we should give every effort possible to increase activities and attendance. Mr. Shriner moved to proceed with the reopening and Mrs. Teeter seconded it. The motion carried unanimously.

Mr. VanNevel requested a special fee of \$1.00/pp be established on Martin Luther King, Jr. Day (MLK Day, January 16th) as well as shortened public open skate hours from 11:00 AM – 2:30 PM. Mr. VanNevel indicated that under

regular open skate hours, the ice rink is closed on Mondays. As schools would be closed in honor of the holiday, and Notre Dame's annual "Practice on the Pond" was scheduled later in the day (4:30 PM and free to the public), he wanted to take advantage of the school closing and provide students the opportunity to enjoy skating prior to the special event. No public skating would be allowed following the event as ice time had already been reserved by hockey teams. Mrs. Teeter moved to approve the special fee and public skate hours for MLK Day. Mr. Bergin seconded the motion. The motion carried unanimously.

Mrs. Wotring requested the Board approve for payment the following claim docket(s):

<u>Docket #</u>	<u>Amount</u>
2011-00000163	\$72,303.78
2011-PKYE1	\$34,917.53
2012-0000PK01	\$1,150.12

Prior to approval, Mrs. Wotring explained that the software used to prepare the later two dockets, above, was unavailable due to year end preparations and that Excel spreadsheets were prepared, named, and presented in order to facilitate expedient approval of claims. Mrs. Teeter moved to approve the claims as presented and Mrs. West seconded it. The motion carried unanimously.

(Minute Taker's Note: Claims on docket "2011-PKYE1" and "2012-0000PK01" were entered the following week, generating docket 2012-00000004.)

Mr. Zeller presented to the Board donations for Battell Center for December, 2011, totaling \$4,055.98. Mrs. Teeter moved to accept the donations as stated and Mr. Bergin seconded the motion. The motion carried unanimously.

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Superintendent's Report

Mr. Zeller provided the Board with a written update for January. In addition, he reported the receipt of the mower and utility cart by the golf course, that plans for Summerfest continue with its small, dedicated group, and that he was applying for a grant from the South Bend/Mishawaka Convention and Visitor's Bureau. The \$10,000.00 grant would be given for projects aimed at the tourist community.

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Mr. Coppens then called for additional questions and/or comments from any others present at the Board meeting. Ms. Ann Lesar of 4121 Kennedy Dr., South Bend, IN 46614, voiced her concerns regarding the stone wall damage at the Battell Park Rock Garden and offered the services of the Mishawaka Garden Club to help physically and possibly financially at that garden.

As there were no further questions or comments to be made, a motion for adjournment was made by Carolyn Teeter and seconded by John Coppens. The motion carried unanimously.

Meeting was adjourned at 5:00 p.m.

Submitted for Approval to the Board

Michelle L. Wotring
Office Manager, Parks & Recreation

Approved: _____
Carolyn A. Teeter, Board Secretary